



**COMMONWEALTH OF VIRGINIA
DEPARTMENT OF HUMAN RESOURCE MANAGEMENT**

Group Administrator Memo #04-04

To: Group Benefits Administrators
From: Mary P. Habel, Director
State and Local Health Benefits Programs
Date: June 24, 2004
Re: Number of Cards in ID Card Packages

Number of Cards in ID Card Packages

Many employees are beginning to receive their ID card packages from the four The Local Choice statewide plan administrators. There have been some questions about the number of cards employees may receive from each administrator (Anthem, Delta Dental, ValueOptions and Medco). The chart below shows the number of ID cards each administrator is issuing by **membership category**. The **employee's name and ID number** will be on each card, regardless of the number of cards mailed.

COVA Care Plan Administrators			
Administrator	# of Cards Single Coverage	# of Cards Employee Plus One	# of Cards Family Coverage
Anthem	2	2	2
ValueOptions	1	2	One for each family member
Delta Dental	2	2	2
Medco	1	2	2

We hope this will be helpful to you in answering employee questions. If you need additional information, please call Walt Norman at (804) 786-6460 or send an e-mail to walter.norman@dhrm.virginia.gov.